

Musser Public Library Board of Trustees
Musser Public Library, 408 East 2nd St
February 19th, 2020, 4:30pm

Attendance:

1. **Present:** Jane Daufeldt; John Moravec; Bret Olson; Pam Collins; Mallory Moffitt (secretary)
2. **Absent:** Nancy Dew; Diana Gradert; Jarod Johnson; Anthony Loconsole; Jeanett Martinez
3. **Staff:** Greg Benefiel; Robert Fiedler

Call to Order: Daufeldt called the meeting to order at 4:32pm

Receive Communications: No report

Citizens Speak: No report

Staff Liaison: Joann had a knee replacement at the end of January, just came back this week.

Friend's Report: Xiaowen could not be on board because she does not live in the city limits. Pam and Betty met with her this week, she is very interested in the position.

Director's Report:

1. **LEAN** - still working on LEAN. LEAN for management meetings for more accountability and structure.
2. **Programming** - Betty and Pam are meeting tomorrow about the River program. Day Break is going super well. Classes are for 18+, not necessarily retired. Huge waiting list for ukulele classes, working on a harmonica class and possibly singing lessons. People are interested in yoga but we are unable to do it, no physical activity (tai chi more meditative). Starting a fiction and non-fiction book club, adding a business book group in the fall with John Wojtecki (professional development, leadership, trends in business, dealing with change, etc). Once a month large session/lecture, senior resources bused in (once in afternoon and once in evening). Next month is a Coca Cola history lecture. Kimi is working on a movie series. Working on copyright compliance, \$600/year license. Outdoor movies vary in price, additional.
3. **LENA Funding** - Meeting with United Way. Some confusion happening regarding 501C3s, if Friends start again they can accept money.

Old Business:

1. **Strategic Planning** – Board session after meeting in April. Review Strategic Plan from 2015; last time we did not have anything to work off. Looking into what other libraries have as mission statement, values, etc.
2. **Pop-Up Library** - We received 3 units. Launch has been delayed again, problem loading titles. Will be getting replacement units, contract will not begin until we have working units. Pop-ups at Hy-Vee, YMCA, and one rotating unit. Will have posters and signage.
3. **Meeting Room Policy** – Review of meeting room policy will wait until the next meeting.

New Business:

1. **Staffing Plan** - Sheila has retired and Val is leaving at the end of February. Mallory will go full time at the beginning of March. Jenny will move to full time at the end of summer. Mallory will take over secretarial, payroll, reference, and technical services. Jenny will be continuing in local history and children's. Waiting on approval from Stephanie.
2. **Collection Development Concerns** – Voting next month. For every book we receive we have to get rid of one. Spending a good amount on materials for population size but we don't have the space. Ideas: focus on replacing classics; collection deposits of withdrawn/duplicate books at YMCA, nursing homes, and preschools (elementary and above cannot take our books due to their censoring guidelines); West Liberty library could also take a few; more eMaterial (pop-up libraries or Overdrive, Rivershare consortium or Musser). What percentage of eCollection should go to Rivershare vs Musser patrons only?

Adjourn: Meeting adjourned at 5:20pm

Next Board Meeting March 18th, 2020